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Basic Duties on the Kind of Person to be Considered as

Coordinator of Publications

1. Qualifications

- a. Field, Government, procurement experience.
- b. Sufficient respect to represent U.S. Government abroad and in U.S.
- c. Willing to travel extensively.
- d. Nationally acceptable to State and CIA.
- e. Should be GS-15, at least.
- f. Tenure should be for 5 years, subject to satisfactory completion of first year. Assignment should be outside Wriston program.

2. Equipment

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1 Administrative Assistant, GS-9
1 Clerk-Typist, GS-5

Travel

Procurement, on the spot
(revolving, cash fund)

Sub-Total

Salary, Coordinator, GS-15

Total



25X1A9a

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10 July 1970

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